

11-3085

14 April 1959

MEMORANDUM FOR: The Director of Central Intelligence
SUBJECT : Program for Greater Efficiency in CIA

1. This memorandum constitutes the first report, under the above program, of the Office of the Deputy Director (Coordination) as directed in memorandum of 28 January 1959 from the DCI, subject as above.

2. This report is keyed to the four sub-instructions (a, b, c, and d) outlined in paragraph 1 of the reference memorandum:

a. The Deputy Director (Coordination) has the following standing responsibilities:

(1) Under CIA Regulation [] he assists the Director of Central Intelligence in the coordination of the intelligence activities of the Government, as prescribed by statute and National Security Council directives. He is responsible for continuous study, review, and submission to the Director of possibilities for increasing integration, reducing duplication, and improving coordination within the national intelligence effort, in consultation with representatives of other intelligence agencies.

(2) In addition, the Deputy Director (Coordination) is frequently directly consulted by the Director or his Deputy on special problems of particular concern to the DCI or the CIA.

These activities and functions of the Office of the DD/C were established in response to two approved recommendations of the President's Board of Consultants on Foreign Intelligence Activities, and are accordingly all of high priority. The staff assisting the DD/C in the above responsibilities has been held to a minimum, and consists only of two senior Staff Assistants, an Administrative Officer (who also serves as personal secretary to the DD/C), and two secretarial assistants. There are no present recommendations or plans for increasing or decreasing this manpower.

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b. The activities, functions, etc., of the Office of the DD/C do not overlap or necessarily duplicate similar work performed by any other components or elements within the Intelligence Community.

(1) It is the only office in the Government specifically assigned an over-all responsibility for "increasing integration, reducing duplication and improving coordination within the Intelligence Community".

(2) It makes its contribution primarily by searching out opportunities for better coordination and ensuring that such opportunities are followed up by other appropriate staffs and/or committees -- on whom it ordinarily calls for whatever detailed implementing actions are necessary.

c. The simplicity of the present organizational structure of the O-DD/C is believed well calculated to ensure maximum efficiency.

d. Its staff is fully and effectively occupied, and no reassessments of duties are contemplated.

L. K. TRISCOTT, JR.
General, USA (Ret.)
Deputy Director (Coordination)

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